san diego
convention and visitors bureau
330 A Street · San Diego, California 92101 · 232-3101

July 19, 1968

Dear Mr. Baber:

The San Diego Convention and Visitors Bureau will provide the following registration service for the AMERICAN NUMISMATIC ASSOCIATION meeting August 19-25, 1968 at the El Cortez Hotel.

TENTATIVE SCHEDULE

Tuesday, August 20	8:00 am -	12:00 noon	Two typists
	12:00 noon-	8:30 pm	One typist
Wednesday, August 21	9:00 am -	9:00 pm	One typist
Thursday, August 22	9:00 am -	9:30 pm	One typist
Friday, August 23	8:30 am -	3:30 pm	One typist
	3:30 pm -	10:00 pm	Two typists
Saturday, August 24	8:50 am -	4:00 pm	Two typists

We automatically provide 1 bulletin typewriter for each typist we send. (These ladies are registration clerks - not cashiers, nor secretaries.) If you need a standard or electric typewriter for other work, we will be happy to order the rental of one and have it delivered to you at the hotel. We will, however, have to charge you for it.

I am sure that we can adjust the hours on Wednesday, Thursday and Friday if necessary.

Badges, inserts, registration cards, jumbo-type typewriter and colorful brochures on "things to do and see" are included.

This service is provided free of charge, unless otherwise specified and agreed. Please notify us at once if the above schedule does not meet with your approval.

I'll call you when you send sample of name-badge

Sincerely yours,

Maxine Jones

(Mrs.) Maxine B. Jones
Director of Convention Services

MBJ:js
cc: Mrs. Dorothy Jones, Director of Convention Registration
Mr. Edward Rochette, Executive Secretary
Mr. Marty Williams, Director of Sales, El Cortez Hotel